



MINUTES
for the
SEAGOVILLE PLANNING AND ZONING COMMISSION
Meeting scheduled to begin at
6:30 p.m. on Tuesday, April 24, 2018
in the City Hall Council Chambers
at 702 North U.S. Highway 175; Seagoville, Texas

Before the meeting began, Commissioner Adams mentioned that he will be moving due to work and will not be available for Planning & Zoning Commission meetings beginning in July. Planner Bonner said his resignation could be turned in early as long as he lists an effective date of the resignation in his letter.

Chairman Raymond Covert called the meeting to order at 6:30 p.m.

Commissioners present: Commissioner & Chairman Raymond Covert
Commissioner & Vice-Chairman Mike Dupuis
Commissioner James Sudduth
Commissioner Scott Englert
Commissioner Garry (Butch) Adams
Commissioner David (Allen) Grimes

Commissioners absent: Commissioner Lowell Sherman

City Staff present: Community Development Director Ladis Barr and
Jr. Planner/P&Z Liaison Jennifer Bonner

Chairman Raymond Covert gave the invocation and then led those present in the Pledge of Allegiance.

- 1. Approval of Minutes of April 10, 2018, meeting:** Commissioner Scott Englert moved to accept the minutes of the April 10, 2018, Planning and Zoning Commission meeting with a change to correct the spelling of the Chairman's last name (by adding the "t") on page 2 near the end of the fifth line above the end of the first paragraph of section D. Commissioner David Grimes seconded the motion. The vote of the commission was unanimously (six to zero) in favor of accepting the minutes of the April 10, 2018, meeting with the requested change.

2. **Highway 175 Highway Overlay District Workshop:** Planner Bonner began by giving a short history of why we are looking at highway overlay district language. She continued by explaining that those items highlighted in yellow in Exhibit ii are changes from the last meeting's draft language or a discussion item for tonight. She also stated there she has provided a new copy of Exhibit iii has been through that process and all changes that Director Barr wanted are now shown and was sent by Planner Bonner via email yesterday because the list that had been emailed as part of the complete packet last week on Thursday had not been reviewed by Director Barr with herself. The paper handout included tonight is a copy of that new Exhibit iii.

The first item discussed in Exhibit ii were the locations (streets) where an offset from the Master Thoroughfare Plan's proposed right-of-way (when fully built-out in the future). Planner Bonner began by confirming past discussions on specific streets that have been discussed. Discussion continued for a few minutes on the Hall Road/Street locations on page 1 of the language. She continued by mentioning that the highlighted item related to foot-candles on the bottom of page 2 was an item that was delayed for discussion until tonight. She mentioned that Staff didn't have a piece equipment for collecting good measurements nor had there been time of an evening to go collect this data with everything else that she had been putting together for this set of revisions to the draft language for tonight's meeting. Commissioner Adams mentioned that he has access to such a piece of equipment through his work. He was to check and see if the City could borrow the equipment. If not, he was going to get staff information on the equipment so that the Director could look into whether there is room in the current budget to afford to purchase for staff to use. Commissioner Englert had also mentioned getting information to staff on such a piece of equipment. Planner Bonner mentioned there were no changes on page 3 of the language other than the moving certain subsections around on the page in section d (fencing, screening, and landscaping) as listed in earlier versions of the draft language.

Planner Bonner mentioned on page 4 there is new draft language on exterior construction alternative materials as well as a maximum number of colors – both of which are to be discussed tonight. Additionally, the request for input from the City's reviewing engineer Halff Associates Inc. on highly reflective glass was placed and Halff provided information back to her that the architects that Halff had spoken to reported that language related to highly reflective glass is not commonly found in ordinances – in an overlay district or elsewhere in the general code. Also, those municipalities that had reflective glass in their ordinance found that language similar to Seagoville's in 1998 reported that the language was not effective in addressing the reflective issue because the question always comes about by the architect about the appropriateness of establishing limits and whether the number had been suggested by a glass manufacturer or chosen as an arbitrary limit. The recommendation from the engineer was that if the number is to be arbitrary in nature, that the language be revised to reflect that this is an issue that will need to be addressed during the review-and-approval process of a project in the overlay district. Otherwise he recommends that staff and/or the Commissioners do more research before selecting a

number for the amount of reflectivity. Several of the commissioners spoke on the reflectivity issues that have occurred in various portions of Dallas – on streets, highways, in other buildings, and public spaces. Chair Covert confirmed with Director Barr that glass would be reviewed by P&Z. Director Barr responded by saying that any commercial (or industrial) building that was not 100% masonry would require the review and approval of the P&Z Commission before a building permit could be issued. Commissioner Adams agreed that a precedent to base review discussions on. What does Garland do? Mesquite? Commissioner Sudduth was asked if he had looked at physical glass samples or similar options on previous projects and he said no he hadn't. Vice Chair Dupuis was asked to look into the type of glass or reflective used on the Brain Performance Institute for U.T., which was the last building he worked on. It is a football-shaped building with a 100% glass exterior on the entire building. He said that glass was very limited on reflectivity because it was almost black glass. Glass is a real popular building material now. Another building he had worked on at Center for Brain Health has a 2-story copper façade on all sides that also had to be chemically sprayed to begin the weathering effect on the copper to reduce its reflectivity because of its location in relationship to Love Field. Chair Covert mentioned that he has a friend that owns a glass shop so he will check with that person for more information about reflectivity definitions and possible samples. Planner Bonner reminded the commission that the sentence in question is defining what is "highly reflective". Whatever number is selected, that will control all language on glass reflectivity.

Planner Bonner asked if the Commission was alright with her draft language suggestion on tilt-wall construction as a permitted exterior material. Commissioner Adams asked if there was a location in code that defined as a percentage as decorative or about acceptable finishes. After further discussion, it was decided that the sentence should not have the word "not" in it so that the language remains general in nature while requiring P&Z to review for approval of finishes, etc. She continued by asking about the maximum colors draft language that was discussed last time and about the inclusion of materials for holding windows, glass, and other glazed items. Commissioner Adams said he felt that six was probably sufficient. Everyone agreed the number of six was a good maximum number. Discussion continued and the group came to the consensus that the maximum number should include the materials holding the glazed items (removing the word "not" from the draft language). Planner Bonner continued by stating that the paragraph at the top of page 5 is highlighted because last meeting's discussion agreement was to remove that paragraph from the document (like its previous paragraph). She also said there were no changes on page 6.

Planner Bonner said that on page 7 (which is now the last page of the draft language document) that the Use section has been modified to reflect the changes that Director Barr and Planner Bonner went through the use table to finalize the Staff recommendation for inclusion in the overlay district language. She also changed the name of section h from "Prohibited Uses" to just "Uses" so that the Commission can then direct her on how to title and describe the section. She provided tonight's draft language for discussion purposes only. What the Commission puts in to-be-attached table (tonight's Exhibit iii) as a permitted

use, a prohibited use, or requiring a special use permitted will then help the Commission figure out how to adjust subsections 1 and 4 in the draft language she has provided in Exhibit ii. Chair Covert wondered about making the language too general. Planner Bonner responded that she intentionally tried to make the draft language general, but have it specify that the table of uses was to be reviewed for a specific answer or type of use. Commissioner Adams said that that should be fair because the table will list uses for the base zoning district but the Commission (and ultimately the City Council) will have decided what would be permitted, prohibited, or need a special use permit in the overlay district. Planner Bonner gave the example that a particular use might be allowed in the Light Manufacturing district but prohibited in the overlay district. Commissioner Sudduth said that could be a problem. He has 10 buildings that are permitted in the LM district, but every time they change owner/renter they need a new C.O. so now each of those will also have to get a SUP. May be a permitted use now, but will require a SUP once overlay regulations go into place. Director Barr said everything in the draft language can still change. Planner Bonner said that is why we are still in discussion and why nothing has been voted on yet. Commissioner Sudduth said these regulations will affect him but he doesn't want his thoughts to dominate the discussion. He continued by stating that he feels that what P&Z sends to Council is what the Commission needs to send, not what James Sudduth wants. He understands having to abide by the new regulations, but he sees a can of worms by not permitting uses in the overlay district that are otherwise permitted in the base zoning district. He thinks that Heavy Manufacturing shouldn't be anywhere in town – overlay or not. Director Barr mentioned that there is currently no property in Seagoville that is zoned for Heavy Manufacturing. Commissioner Sudduth closed by stating he just doesn't like Special Use Permits so that is why he would prefer that if a use is permitted in the LM district, that he would prefer it to remain permitted in the overlay district. Chair Covert asked if there were specific uses that Commissioner Sudduth would like included in the overlay district that staff is recommending for not including. Discussion continued for several minutes on uses – in town vs. in county; in town vs. in overlay district; existing location vs. new locations; etc. Vice Chair asked the difference between a permitted use and a special use permit. Commissioner Adams reminded everyone that we are trying to address what we want Seagoville to look like – which may help bring businesses and new residents to town or not. Commissioner Sudduth said that in an industrial area, you expect it to look like an industrial area. Commissioner Adams replied with "do we want industrial exposure on Highway 175?" He continued with "we don't want the Seagoville portion of 175 to look like the Dallas portion." Others nodded in agreement. Director Barr asked, "Do you only want to look along Highway 175 then and removal all of the side streets?" The group discussion continued for several minutes. Chair Covert reminded everyone that a Special Use Permit is a request, but gives the P&Z as well as City Council to either approve or deny. Planner Bonner also reminded the commission that building heights under the current code allows building heights up to 6 stories tall in commercial and manufacturing districts. Eventually consensus was reached for the overlay district to be limited to Highway 175, Malloy Bridge, and F.M. 1389. Planner Bonner stated she would have an updated reference map for the overlay district at the next meeting reflecting only these three remaining streets. The Use section on page 7 also changes to remove some of

the draft language she has provided. Commissioner Adams said that not including the roads just removed will focus infrastructure support for manufacturing along those locations that already have them on Simonds Road and Environmental Way. The group then moved into reviewing the table of uses that staff provided with their recommendations for each type of use. Planner Bonner began by explaining her coloring and coding of the various parts of the table. She also explained that her and Director Barr started their recommendations by stating "No" for those uses there were potentially explosive, or now is an unlawful or illegal use within the United States. Questions were asked of Planner Bonner and Director Barr. Planner Bonner explained the Special Use Permit section of the code and that unless a use specifically says temporary or permanent, her and the Director specifically assumed the use to be permanent because of the Special Use Permit section. Planner Bonner also clarified that the review should focus on only the Overlay column because the information in the black text comes from an existing list of permitted uses and those cannot be edited at this time. Director Barr stated that once the Overlay District is done, Staff will be working on changes to the sign code and a couple of other large projects before they come back to do a major overhaul to the zoning code. You are welcome to make notes now for reference and inclusion later, but we can only look at the overlay district regulation tonight. Planner Bonner said her plan was to remove those items listed as a "No" from the table when it is attached to the Overlay District language, unless the Commissioners directed her otherwise. Commissioner Adams recommends that the table as a whole go to City Council so that they can see the entire table. After continued discussion, the language for the revised Use section was reviewed with the understanding of what uses would be permitted, which would require a special use permit, and which would be prohibited. Discussion continued including a review for when a change to a property would trigger the need to meet these new regulations (i.e. 6-month vacancy or non-use of the property). The commissioners felt they were probably ready to vote.

Planner Bonner reminded everyone what is left to be reviewed at the next meeting is the lighting limitation and the highly reflective glass definition. She continued by saying she will set up the agenda as a series of votes so that each section of the language is reviewed one final time before each one is voted on so that if there are any last-minute changes they can be incorporated into the document before being voted on.

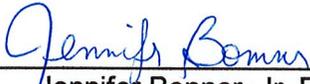
Planner Bonner reminded everyone of the next P&Z meeting on Tuesday, May 8th and the one after that is on May 17th because we had to re-schedule the meeting that should have been held on May 22nd. Both meetings will be in this room at 6:30 p.m. Commissioner Sudduth mentioned that he will not be able to attend on May 8th. Planner Bonner thought through whether she had sufficient time for advertising for a public hearing between now and May 8th. It was determined that there would not be enough time. Discussion then focused on when a meeting could be scheduled that would provide the 15 days needed for legal notification and a quorum of the commission could meet. After consulting many calendars and by a show of hands, the final decision was to have the only meeting of the Planning and Zoning Commission in the month of May 2018 on Tuesday the 15th. The meeting previously scheduled for Thursday, May 17th was cancelled.

With no other business to address, Chairman Covert adjourned the meeting at 7:51 p.m.



Mike Dupuis
Planning and Zoning Commission Chairman

ATTEST:



Jennifer Bonner, Jr. Planner and
Planning and Zoning Commission Liaison